



BOARD OF PARKS AND RECREATION

February 8, 2016

5:30 p.m. Basement Thorman Conference Room
801 Texas Ave., City Bldg. 3, El Paso, Texas

Minutes

Members Present: 4

District 2 – Steve Lujan
District 3 – Deanna A. De La Cruz
District 5 – Theresa Welch Fordham
District 6 – Francoise A. Feliberti
District 7 – Sylvia Carreon

Members Absent: 3

District 4 – Roy Gilyard
District 8 – Ana Roush

Vacancies: 2

Mayor – Vacant
District 1 – Vacant

City Staff Present

Tracy Novak, Director of Parks and Recreation
Paula Powell, Parks and Recreation Assistant Director
Joel McKnight, Parks and Recreation Assistant Director
Steve Lunsford, Parks Superintendent
Maggie Binkley, Administrative Assistant
Wright Stanton III, Aquatic Manager
Andrea Schiechl, Sports Manager

Public Present

None

1. Agenda Item #1. Meeting Called to Order
Theresa Welch Fordham, Chair, called the meeting to order at 5:33 p.m.
2. Agenda Item #2. Approval of Minutes: January 11, 2016
Motion by Sylvia Carreon to approve minutes as written. Second by Deanna De La Cruz. Motion carried (unanimous).
3. Agenda Item #3. Call to the Public (for items not on the agenda)
None

4. Agenda Item #4. Update and Discussion: Park Maintenance Activities – Steve Lunsford, Land Management Superintendent

Steve Lunsford, Land Management Superintendent, reported on the following items:

- Weed control
- Turf area leveling
- New Mobile App – Free App, enabling constituents to request for maintenance, upload photos, report complaints and view status.
- Two buildings scheduled for demolition; Washington Park and Wilderness Park gazebo

5. Agenda Item #5. Update and Discussion: Aquatic Drain Cover Replacements – Wright Stanton III, Recreation Program Manager

Wright Stanton, Aquatic Manager, explained to the Board the 2016 Drain Cover Replacement Plan and procedure. The seven year plan replaces all pool drain covers city wide. In the future, scheduling for this maintenance will be staggered, allowing more swimming pools to be open. (Hand out)

6. Agenda Item #6. Update and Discussion: Sports Penalty Matrix Revision – Andrea Schiechl, Recreation Program Manager

Andrea Schiechl, Sports Manager, reviewed the revisions to the Penalty Matrix in Administrative Guideline No. 201. Members requested that the rules be reiterated during Parent and Coach Guideline meetings. It was suggested that the adopted date of the revision be printed on the matrix page. (Hand out)

7. Agenda Item #7. Update and Discussion: San Jacinto Plaza Permitting Policy – Joe Rodriguez, Recreation Manager

Paula Powell, Assistant Director, in the absence of Joe Rodriguez explained to the Board the proposed changes to procedures for the use of San Jacinto Plaza. The protocol included equipment set up, event matrix, conditions of use, time lines, restricted use, alcohol, security guards, electricity, vendors, sanitation and proposed fees. (Hand out)

8. Agenda Item #8. Discussion: Boards, Commissions and Committees Generally, Chapter 2.04 – 2.04.010 Meetings Excessive Absences

For information purposes, Board members were given a copy of Chapter 2.04 – 2.04.010 Meetings Excessive Absences.

9. Agenda Item #9. Update and Discussion: Update on Schedule for Athletic Field Lighting for 2012 Quality of Life Bond – Paula Powell, Assistant Parks and Recreation Director

Paula Powell, Assistant Director, reviewed the El Paso Parks and Recreation Sports Light Priority Plan-Revision. Board members were apprised of the projects that were completed, those in line for replacements, and the upgrade of some systems. (Hand out)

Discussion ensued on the Bond Projects and flat field lighting.

10. Agenda Item #10: Subcommittee Assignments (as needed)
None

11. Agenda Item #11: Reports on Recent Activity
- a. Recent City Council Agenda Items
 - b. Upcoming Committee Meetings List
 - c. Land Acquisition List
 - d. Parks and Recreation Construction Projects List

Theresa Fordham, Chair, advised the Board that further information on the above items can be located in their packets and on the City's website. Being no further discussion she moved on to the next agenda item.

12. Agenda Item #12: Discussion: Identify Items for Future Agendas
None

13. Adjournment – 6:53 p.m.

Minutes submitted by Maggie Binkley, Administrative Assistant